G. R. S. IX-5]

Previous references.

1920/21
(PJS)

File No. 72/20

Serial Nos. 1–10.

Later references.

PB 60-438/1-4

GENERAL AND REVENUE SECRETARIAT.

Serial Nos. Nil

Part B for Nil

SUBJECT.

Charges on a/c of the Supply of Stationery articles

GENERAL AND REVENUE SECRETARIAT.

(Part S

NOTES.

File No. 72-20.

FILE HEADING.

Supplying charges on account of the supply of Stationery articles

From

The Supdt Govt Stationery

No. 1477 Dated 5-1-1921 Received 6-1-1921

Diary No.	Enclos.	Spare Copies.	Serial No.
15249			1

BRIEF ABSTRACT OF LETTER.

Solicits sanction to the adding of 20% to cover charges towards Cost of Stationery Supplies to the banks paying Departments of the State

G. R. S. III-21

General and Revenue Secretariat. | PHS | File No. 772 of 19 20

Serial No.	
	7) Please ask the Supdt what proportion the incidental Charges now incurred in respect of articles despatched to non paying depts bears to the amount of the articles themselves M 10/1/21
	3) Draft Subd TB 10/1 4) Issue M 11/1/21
2.	To the Supdt Govt Printing No. G. 13788 of 15/1/21. Enquires what proportions the incidental Charges now incurred in respect of articles supplied to non paying depts bears to the amount of the Articles themselves

SECRETARIAT.
REGISTRY BRANCH.
1921

R. S. III-2}

General and Revenue Secretariat. | P&S File No. 72 of 1920

Serial No.

6) The incidental charges are valued placed at a very high percentage I submit that they require careful scrutiny, and large reduction should be effected The Supdt may be requested to look into the matter carefully and submit report What Supdt has regards the present case the incidental charges may be fixed at rupees not exceeding 10% of the value of the articles consigned

7) Chief Secr. 26/1/21

8) Relevant Supdt has sent some 20 pcs of arandas

9) Draft report up

Dy Secy

10) Secy

R. S. III-2,

General and Revenue Secretariat. | P & S. File No. 72 of 1920

Serial No.

Cost of handling is the proportion which the cost of the staff employed for the purpose bears to the cost of the Establishment of the Depot.

11) Subd. It would seem to be more appropriate to assess upon the scale of incidental charges in the ratio which the cost of the staff (Rs 99) bears to the cost of the Stationery supplied to the Depts. Concurred

Subd for order

21/2/21

MK 21/2/21

12) Chief Secy

13) Secy - We must see the Head of the Accounts Office in order to ascertain whether the Accountant General values the stationery handled by the Asst (Rs 99) is

G. R. S. III-21

General and Revenue Secretariat.

GAS File No. 72 of 1920

Serial No.	
1	Letter no 1477 & to 3 21 from the Supdt Govt Stationery stating with refce to SR 6 that the total cost of Stg handled by the Estt (unit cost is Rs 99/-) during the year 19-20 is Rs 2 92 917-1-9
17)	Supdt Govt Stationery wrote refce to para 13) Sup Memo re rate of incidental Charge on the ratio which the Staff cost of the Staff for 1 year bears to the cost of the Stationery handled in a year comes to 4 + 80 per Cent.

R. S. III-21

General and Revenue Secretariat. | P & S File No. 2 of 1920

Serial No.

22)

The point for orders is what charge may be levied as handling charges in the bills for stationery supplied by the depôt to ~~paying~~ ~~Certain~~ paying depts & depôt offices which have to pay for the supply

By handling charges is ordinarily meant the cost incurred in arranging for the purchase storage & distribution of supplies The only reasonable course to adopt is to charge ~~for~~ supplies to paying depts, the same fraction of the total handling charges that the value of such supplies bears to the total supplies

~~Now~~ It is found that the value of the annual supplies is roughly Rs 3,00,000 The ~~the~~ incidental charges actually incurred are

G. R. S. III-2]

General and Revenue Secretariat. | P. & S File No. 72 of 1920.

Serial No.

This is about the highest percentage at which handling charges can be levied from paying Depts

Instead of this, the Supdt has gone on altogether wrong track & proposes a preposterously high charge of 2 per cent

Sl 5. (P.U-D III)

His rule of proportion is

Total Charges of paying Supplies : Incidental charges of free supplies :: Cost of packing Staff : Cost of Total Staff

There is no rationale for this as the packing Staff neatly packs the bundles for all Supplies free & paying alike & as the Office Staff deals similarly with all Supplies alike

further he is wrong ~~in this~~ postulating that what is to be recovered is only the proportionate ~~Cost~~ Cost of the total packing Staff

(P.U-D II)

at / as Items 6¼ % or
an amount not exceeding
Treasury Minute
appropriating

19/5 BB
19/5

25) This proposal has been made by the Superintendent of Stationery, at the instance of the Comptroller. The Comptroller may also be consulted U.O. perhaps as to whether the charging of 6½ % extra would safeguard the requirements of the Case.

26) A draft has however been submitted for orders.

B. 20/5/24.

No. 1477

T. K. S. CHIEF SECRETARIAT II POLITICAL BRANCH. 6 JAN 1921

EN & REV. 6 JAN 1921

GPB—2,000—11-10-18

OFFICE OF THE SUPERINTENDENT,
GOVERNMENT STATIONERY.

Dated Bangalore, 5th January 1921.

FROM

D. B. Ramachandra Mudaliar, Esq., M.R.A.S.,
~~C. HAYNES, Esq.~~
SUPERINTENDENT, GOVERNMENT STATIONERY,
BANGALORE.

DIARY NO. 15244

P P 61-21

33243

TO

C. S. Balasundaram Iyer, Esq., B.A.,
Chief Secretary to the Government of His ~~Highness~~
the Maharaja of Mysore, B a n g a l o r e.

P 18 1-20

SIR,

I have the honor to state that it ~~is~~ has been the practice to send bills towards cost of stationery supplied to the various paying departments of the State at the rates at which the articles are purchased from the contractors and that as some percentage is not added to it to cover incidental charges such as handling, labour, packing, etc., ~~charges~~ incurred on them, the Comptroller proposes that some percentage should be added in future to articles supplied to such offices and to request you therefore to accord sanction to the adding of 20% in future to cover such charges. As bills to all paying departments are to be sent for articles sent this year, I request that very early orders may be passed on the subject.

Diary No. of letter replied to 1477

15244.

Section

File No. 12-21.

Serial No. 2

General and Revenue Secretariat

( )

, *the* 191

No. 613/22

To

The Supdt Govt Printing

Date of issue 15/1/22

Signed by

Sir,

With reference to your letter No. 1477 dated 5th January 1921, proposing the addition of 20% in future to cover incidental charges such as handling, labour, packing etc to bills towards the cost of Stationery supplied to the various paying departments of the State

I am directed to enquire
what proportion the
incidental charges now
incurred in respect of
articles supplied to non
buying departments bear
to the amount of the actu

No. 1477

CHIEF SECRETARIAT. POLITICAL BRANCH. 20 JAN. 1921

OFFICE OF THE SUPERINTENDENT,
GOVERNMENT STATIONERY.

Dated Bangalore, 18th January 1921.

From

D. B. Ramachandra Mudaliar, Esq., M.R.A.S.,
~~C. S. BALASUNDARAM, ESQ.,~~
SUPERINTENDENT, GOVERNMENT STATIONERY,
BANGALORE.

DIARY NO. 1717

19 -18.

SECTION 72-20

FILE NO.

SERIAL NO. 3.

20 JAN 1921

To

C. S. Balasundaram Iyer, Esq., B.A.,
Chief Secretary to the Government of
His Highness the Maharaja of Mysore,
Bangalore.

SIR,

Referring to your No. G 13788/72-20-2 of the 15th instant, I have the honor to state that incidental charges such as handling, labour packing &c., come to 20% both to paying and non-paying departments, and therefore I have proposed ~~that~~ the above addition to paying departments and to request that very early orders may be passed.

I have the honor to be,

Sir,

Your most obedient servant,

Superintendent.

G. R. S. VI—G/32]

SUBJECT.....

.....

.....

Diary No. of letter replied to.....

General and Revenue Secretariat

( )

, the *191*

Date of issue 12/2

Signed by Mr BMy

FB

Section

File No. 72-20

Serial No. H

No. Gisgen

To The Supdt, Govt Stry

With refce to his letter no 1477 dy 18th Jany 1921, propsg an addition of 20% to cover incidental charges for handling, labour packing etc towards the cost of Stry supplied to various departments, has the honour to enquire how the figure 20% is arrived at

GPB—2,000—11-10-18

OFFICE OF THE SUPERINTENDENT,
GOVERNMENT STATIONERY. 14

Dated Bangalore, 16th February 1921.

FROM D.B.Ramachandra Mudaliar, Esq., M.R.A.S., DIARY NO. 2068
~~C.H.GATES, ESQ.~~,
SUPERINTENDENT, GOVERNMENT STATIONERY,
BANGALORE.

PJS.
72-20
—S

REV. S.
Pol Secy
18 FEB 1921

K. Matthan, Esq., B.A.,

Chief Secretary to the Government of His Highness
the Maharaja of Mysore, Bangalore.

With reference to your docket No.G. 15724 dated the 12th instant, I have the honor to state that the percentage to cover the cost of handling is the ~~percentage~~ proportion, which the cost of the staff employed for the purpose, bears to the cost of the establishment of the Depôt. In our case, the cost of the staff is Rs.99/- made up of a store-keeper on Rs.60/-, a clerk on Rs.15/-, and two packers on Rs.24/-, while the cost of the establishment is Rs.448/-. Consequently, in order to recover Rs.99/-, I propose levying a roundsum of 20 % of Rs.448/-, as 25 is ~~heavy~~ high.

Diary No. of letter replied to

General and Revenue Secretariat

(

, the *191*

Date of issue 5/3

Signed by Mr BMs

Section P8

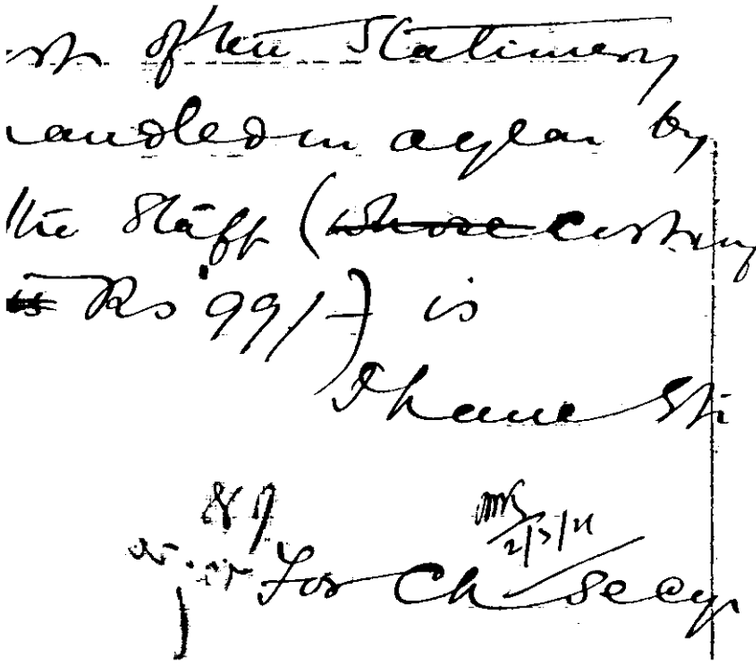
File No. 72.20

Serial No. 6

To The Superintendent
Govt Stationery.

Sir

With reference
to your letter no 1477
of 16th February 1921
explaining how the
percentage to cover the
cost of handling the
work was arrived at, I
am directed to say
that ~~would be~~ the



No. 1477

C PUBLIC 14 MAR 1921

OFFICE OF THE SUPERINTENDENT,
GOVERNMENT STATIONERY DEPOT.
RECEIVED

Dated Bangalore, 9th March 1921.

& REV. SEC'Y
2nd Secy
4 MAR 1921

FROM

D. B. RAMACHANDRA MUDALIAR, ESQ., M.R.A.S.,
SUPERINTENDENT, GOVERNMENT STATIONERY,
BANGALORE.

P&S 72-20-7

To

65099

K. Matthan, Esq., B.A.,
Offg. Chief Secretary to the Government of
His Highness the Maharaja of Mysore,
Bangalore.

Sir,

With reference to your No. G 17142/P&S 72-20-6 of the 5th instant, I have the honor to state that the total cost of Stationery handled during the previous ~~calendar~~ year 1919-20 is Rs. 2,92,917-1-9 by the officials referred to in my letter No. 1477 of the 16th February 1921. The other establishment has got full work repurchasing articles on tender, posting of Issues, Receipt and Stock of Stationery articles, passing stationery and forms indents, compiling forms indents and several other office work. The percentage may therefore ~~be~~ kindly be sanctioned early.

To The Superd Govt Stationery

Sir

I am to invite a reference to the correspondence ending with your letter No 1677 dated 10th March 1921 re the addition of 20% in Section to cover incidental charges. Such as handling labour, packing etc to bills towards the Cost of Stationery supplied to the various

paying departments of
the State and to request to
~~to entitle~~ the total amo
received from the paym
departments towards the
of Stationery during the last 2 yea
... The procedure adopted
this respect in the Madra
and Bombay Presidencies a

2578

P&S 72-20-9

D.O. No. 1477

Government Stationery Depot.

Bangalore, 29th April 1921.

Dear Sir,

In reply to your D.O.No.G.20304/P&S.72-20-8 of the 28th instant, may I state that the total cost of stationery supplied to paying departments of the State is Rs.14736/- and Rs.18,032/- during 1918-19 and 1919-20 respectively, and Rs.4,265-10-4 and Rs.5865/- respectively, are still to be recovered.

Please put up the file
29/4

Yours sincerely,

A. V. Ramanathan, Esq., B.A.,
Under Secretary to Government,
General & Revenue Secretariat,
Bangalore.

READ—

(1) Letter no: 1477 dated the 5th January 1921 from the Superintendent Government Stationery, requesting Sanction to the addition of 20% to the Cost of Stationery articles supplied to the various paying departments of the State, to cover incidental charges such as handling, labour, packing etc incurred on them and

~~ORDER THEREON.—NO.~~

(2) Subsequent Correspondence ending with the Superintendent's letter no: 1477 dated the 29th April 1921 in the matter

the percentage ~~of excess~~ addition proposed
the Import of Stationery to be char
to paying departments ~~of the~~
~~State for stationery supplied~~
~~to them~~ is unduly high. Having regard
~~to the Cost of the establishment~~
~~employed in Connection with th~~
~~handling etc: of Stationery sup~~
~~plied to paying departments as~~
~~to total value of the goods~~
~~indented~~, Government ~~are of~~
~~opinion~~ that the charging of
an ~~excess~~ addition of 6¼ % or an anna
in the rupee would be adequa
and they are accordingly directed
that ~~the excess to that extent~~ the same
be charged in the bills presented by
the ~~to the~~ Railway departm